



Job Description, Characteristics and Capabilities

The primary responsibility of all uniform patrol officers is to protect the lives and property of the people of the City of Pasadena, to enforce the laws of the government, state and city and to serve the people in the manner necessary within the scope and duty of their particular assignment.

While no written description can encompass the many personal skills necessary to resolve every challenge an officer may face, the following list is useful in providing a starting point for understanding the scope of duties expected of a Pasadena police officer.

1. Patrol a designated area of the city by operating a radio equipped patrol car for extended periods of time in order to prevent or discover criminal activity, identify needs for community problem-solving, or as a showing of police presence as a deterrent to crime.
2. Respond to and investigate calls for service involving accidents, misdemeanors, felonies, city, state or federal offenses, nuisances, as well as other calls which benefit the citizens of Pasadena.
3. Use problem solving skills, creativity, and innovative approaches to identify concerns, present options for courses of action, identify resources, plan for implementation of desired changes, and evaluate success.
4. Coordinate information and resources among other department employees, public and private agencies, and citizens regarding crime problems and solutions.
5. Recognize suspicious behaviors of persons which may indicate involvement in criminal offenses, stopping and interviewing suspicious persons, and successfully completing field interrogation cards.
6. Observe and recognize erratic driving, issue traffic citations, conduct field sobriety tests, and make DWI arrests when appropriate, to ensure the safety of persons on the roadways within the city.

7. Immediately take control of a crime scene and preserve evidence, secure and interview witnesses, obtain complete information, including written statements when appropriate, process the scene by developing and lifting latent fingerprints, collect other forensic evidence using the most current techniques, and maintain complete and accurate evidence and crime scene logs.
8. Demonstrate and maintain the ability to communicate effectively, both orally and in writing.
9. Demonstrate and maintain the ability to analyze situations and adopt a quick, effective, and reasonable course of action. This includes the ability to remain calm, composed, undistracted and in full control of cognitive abilities while functioning appropriately in hostile, dangerous or fearful situations that require force, up to and including deadly force.
10. Maintain rational, cognitive decision-making abilities and self-control in situations or environments that may be personally offensive or which involve considerable stress, danger, personal risk, violence or hostility. This includes the ability to exercise restraint when verbally or physically provoked.
11. Interact with a variety of people functioning under various emotional states in order to manage interpersonal conflicts, resolve or stop criminal activity, obtain or provide information, or counsel and give aid to maintain order or provide service.
12. Demonstrate and maintain the ability to walk, run, jump or dodge obstacles, climb stairs, fences and ladders in pursuit of fleeing suspects.
13. Demonstrate and maintain the ability to lift, drag, push or pull people or objects, and the ability to use restraining devices and hands/feet for self defense.
14. Maintain proficiency with a firearm.
15. Conduct him/herself in accordance with high ethical standards, both on and off duty.
16. Maintain an acceptable level of competence, professionalism, and ability to ensure duties are performed as outlined in this job description.
17. Perform other related duties as directed by competent authority.